

**An Ordinance Amending the Fire Department Merit System in Section 2.170.070 of the Evansville Municipal Code.**

**WHEREAS**, the Common Council of the City of Evansville, Indiana, desires to amend the Fire Department Merit System by changing a requirement of appointments to the Fire Department.

**NOW, THEREFORE, BE IT HEREBY ORDAINED** by the Common Council of the City of Evansville, Indiana, that Section 2.170.070 of the Evansville Municipal Code shall be amended by adding the bold words underlined and removing the bold words stricken through as follows:

**Section 2.170.070: Appointment to the department.**

The commission shall adopt rules and regulations governing the selection and appointment of persons to be employed as members of the department, subject to State pension requirements and this chapter. Appointments to the entry-level rank of firefighter shall be made only according to merit and fitness, to be ascertained by competitive examinations and by impartial investigations designed to evaluate the applicant's relative qualifications and abilities in a manner that complies with existing professional standards and legal guidelines, according to the following procedure:

(A) The commission shall give public notice of each applicant process at least two weeks in advance of the last date for filing applications.

(B) All applicants for the rank of firefighter must file a written application on the form(s) prescribed by the commission within the time limits fixed by the commission.

(C) To be appointed as a firefighter, and prior to filing an application, an applicant must:

(1) Be a citizen of the United States;

(2) Be at least 21 years of age by the time the new eligibility list goes into effect and be appointed from said new eligibility list before reaching 36 years of age. However, pursuant to limitations found in applicable pension laws, persons who have been previously employed as firefighters shall be given credit for the number of years of service completed on the department by deducting from their current age the number of years of service completed (such persons shall be required to otherwise compete in the applicant process);

- (3) Be a high school graduate or possess a G.E.D. certificate;
- (4) Possess a valid driver's license from any state for application, but must possess an Indiana driver's license prior to appointment;
- (5) Be of good moral character;
- (6) Not have been convicted of a felony;
- (7) Comply with all statutory requirements;
- (8) Meet any other requirements established by the Merit Commission for appointment to the department; and
- (9) **Have no less than an "Honorable" discharge from military service (if applicable) If applicant has served in the military, the applicant shall provide a copy of his or her DD Form 214 or other military separation documents, which must demonstrate his or her discharge from military service was not categorized as "Other Than Honorable", "Bad Conduct", or "Dishonorable".**

(D) The examination process shall consist of the following components:

- (1) A written test or tests.
- (2) Performance test or tests of agility, strength, stamina, and dexterity.
- (3) Such other relevant assessment methods as may be adopted by the commission that are consistent with professional standards and legal guidelines.

Before the examination process is begun, the commission shall announce a decision as to the relative weight or the method of weighting to be assigned to each part. All appointments to the rank of firefighter shall be made in accordance with merit and fitness of the applicant.

(E) All applicants who successfully pass all examinations prescribed by the commission must also be approved by the Pension Board after taking the required physical, psychological and mental examinations before being appointed as a member of the department.

(F) The identity of every person taking a firefighter written test shall be concealed from the commission by the use of a numbered identification system. The identity of an applicant shall not be revealed until all test papers have been completely rated, and the minimum passing score set in accordance with these rules. Any applicant whose written test paper carries his name or any other identifying mark, or any applicant who reveals his identification number to the commission or any member of the department shall be disqualified and so notified.

**FILED**

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*Anna Windner*  
CITY CLERK

(G) Appropriate scientific techniques developed in accordance with professional standards shall be used in rating the results of examinations and in determining the relative ratings of the applicant. In order to have the applicant's name appear on an eligibility list for appointment to the rank of firefighter, each applicant must pass each part of the examination process. Each applicant who fails to attain the minimum passing score on any part of the examination process shall be considered to have failed the examination process and shall not be eligible to compete in any further part of the examination process.

(H) The commission shall determine the minimum passing score on the written components of the examination process which determination shall be made before the identity of an applicant is known to the commission.

(I) The commission shall determine the weight or method of weighting to be assigned to each part of the examination process. The weight shall be stated as percentages and the total weight of all parts of the examination shall equal 100 percent. The weights or method of weighting of the parts shall be specified before the examination process is begun.

(J) The order of names of passing applicants on the eligibility list shall be determined by their final examination process score (i.e., the combined weighted scores from all parts of the examination process) in descending order. The final score shall be carried out to four decimal places.

(K) Each applicant who competes in any part of the examination process shall be given written notice of the results of that part and the entire examination. The notice shall include the applicant's score on each part, and if the applicant is a passing applicant, the applicant's rank on the eligibility list. Such notice shall be given after the eligibility list is established, but in the discretion of the commission, may be given to all applicants simultaneously at an earlier date. The commission shall maintain an active eligibility list for the rank of firefighter in order to meet the hiring needs of the department. The eligibility list shall contain the names and addresses of those applicants who passed the examination process, their final examination process score, and their rank on the eligibility list.


(L) The firefighter eligibility list shall be in effect for 24 months from the date approved unless sooner exhausted. The firefighter eligibility list may not be extended.

(M) When a vacancy exists in the rank of firefighter, the Chief shall request the commission certify the name of the applicant to be hired as a probationary firefighter. The commission shall certify the name of the applicant who holds the position at the top of the list as long as the applicant still meets the standards for appointment to the department.

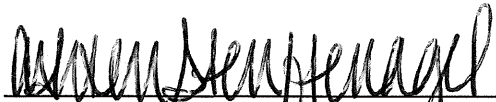
EFFECTIVE DATE.

This ordinance shall be in full force and effect following its passage by the Common Council and signing by the Mayor.

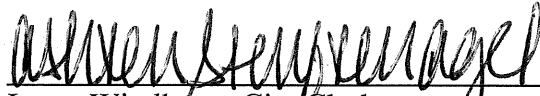
Passed by the Common Council of Evansville, Indiana, on this 11<sup>th</sup> day of MAY, 2015, and on said day signed by the President of the Common Council and attested by the City Clerk.




Dr. H. Dan Adams, President of the Common Council,  
City of Evansville, Indiana

ATTEST:   
Laura Windhorst, City Clerk DEPUTY  
City of Evansville, Indiana

Presented to me, the undersigned, City Clerk of the City of Evansville, Indiana, to the Mayor of said City, the 12<sup>th</sup> day of MAY, 2015, at 11 o'clock A.m. for his consideration and action thereon.

  
Laura Windhorst, City Clerk  
City of Evansville, Indiana DEPUTY

Having examined the foregoing Ordinance, I do now, as Mayor of the City of Evansville, Indiana, approve said Ordinance, and return same to the City Clerk this 13<sup>th</sup> day of May, 2015, at 8:00 o'clock A.m.

  
Lloyd Winnecke, Mayor  
City of Evansville, Indiana